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Diploma mills  
sell degrees...

# **TLC**Times

*A publication of the South Central Training & Learning Center*

## **COMPUTER/ELECTRONIC ACCOMMODATIONS PROGRAM (CAP)....**

The Department of Defense (DoD) Computer/Electronic Accommodations Program (CAP) representatives provided a briefing to leaders, managers, supervisors of the Redstone Community on Tuesday, March 15, 2005. The briefing clarified how CAP supports the performance of personnel with disabilities and assists organizations with the cost of equipment and services. Specifically, this program provides assistive technology and services as a form of reasonable accommodation to enable disabled personnel to perform the essential duties.

In addition to technical equipment, CAP can provide services for employees who are hearing impaired and support to employees who need special accommodation while attending training. Please review their web location for specifics on this program and application procedures. Any department or agency in DoD can, upon the request of the head of the agency, apply for assistance for their employees without cost to their organization.

Additional information, including application instructions, may be obtained at: <http://www.tricare.osd.mil/cap/index.cfm>

## **Department of Education Provides List of Accredited Colleges and Universities**

The Education Department recently released an on-line list of accredited colleges and universities. This publication assists personnel confirm education providers that meet the accredited requirements when reviewing job applications, applying for employment and/or civilian training programs.

Employees, educators, and personnel are urged to use [the website](#) as a first line of defense against diploma mills, but not as an infallible resource. Diploma mills are schools that sell degrees, but do not have an accredited academic curriculum. Hundreds of federal employees - including some with security clearances - have received degrees from these schools. A GAO investigation revealed that federal funding has been used to pay for at least 70 employees to enroll in unaccredited institutions, which is in violation of purchase and funding regulations.

The [Education Department list](#) is also designed as a resource for employees and organizations to determine if obtained education will meet the positive education requirements for civil service positions.



## Upcoming Courses

Creative Problem Solving and Decision Making  
12 April  
\$125 per person  
Redstone Arsenal, AL

Admin Skills for Success  
20 April  
\$30 per person  
Redstone Arsenal, AL

AMA's Annual Briefing for Administrative Professionals  
27 April  
Tng Location Satellite

Becoming a Totally Empowered Person  
27 April  
\$360 per person  
Ft Benning, GA

Business Writing and Grammar Skills  
3 May  
\$224 per person  
Redstone Arsenal, AL

Making Effective Decisions and Successfully Implementing Them  
3 May  
\$208 per person  
Ft Benning, GA

Effective Communication Skills  
9 May  
\$125 per person  
Ft Rucker, AL

Appropriations Law  
9 May  
\$640 per person  
Redstone Arsenal, AL

View complete schedule online at:  
<http://cpolrhp.belvoir.army.mil/scr>

## South Central Regional Civilian Advisory Centers Conduct HR for Supervisors

One of the many services that Civilian Personnel Advisory Centers provide is training to the workforce on human resources management. One session is the HR for Supervisors that was developed by the Civilian Human Resources Agency Training Management Division at Aberdeen Proving Ground. Objectives of this training cover all aspects of supervisory responsibilities in the management of civilian employees. It supplements new supervisory training and is also a refresher course for experienced supervisors. To date this fiscal year 16 sessions have been completed in the South Central Region and additional sessions are planned.

Contact your CPAC to determine when HR for Supervisors and/or other supervisory training is planned within your community. POC at the Regional HRD Division is Carol Brigance, DSN 788-6641, [carol.brigance@us.army.mil](mailto:carol.brigance@us.army.mil).

## TRANSFER OF TRAINING...WHY IS IT ESSENTIAL?

Transfer of training, sometimes referred to as transfer of learning, is a critical element when planning, instructing, and participating in training and learning. To get the most out of training, employees and their supervisors identify the purpose of training and plan strategies to that will reinforce the learning and eliminate possible barriers that commonly exist. Additionally, developers and instructors develop learning supported by student materials and training exercises enable the student to retain and continue their learning.

The on-line computer based course listed below provides specifics on how to use this concept at all stages (before, during and after) in training programs that are important to all involved: employees, supervisors, training developers and instructors. You can find this information as well as other human resources development training at the homepage for the Civilian Human Resource Agency ([CHRA](#)) Training Management Division. [Transfer of Training](#).

## Training Advisory Group Session Postponed

The FY05 Training Advisory Group Session has been postponed until further notice. Careful study of the operational environment of our Army locations indicate that funding and critical mission requirements will prevent most of our members from attending any workgroup sessions. We are currently developing video teletraining sessions on human resource development planning and development to provide continued employee development guidance and assistance to the Region. Please contact me if you have suggestions or program requirements that need to be addressed due to this decision. Pat Bilttoft, Chief, CHRSCR, HRDD 256-842-6658 [patricia.bilttoft@us.army.mil](mailto:patricia.bilttoft@us.army.mil)

Requests for information or for publication in the TLC Times, please contact the editor: Connie Stephens, HR Specialist, HRDD  
CHRA South Central Region, email: [connie.stephens1@us.army.mil](mailto:connie.stephens1@us.army.mil)  
256-842-6664